

# STATE JOB TRAINING COORDINATING COUNCIL



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PETE WILSON, Governor

Barbara N. Shaw  
Interim Chairwoman

Dean K. Smith  
Executive Director

## MEETING NOTICE

July 30, 1997

TO: SJTCC Members and Other Interested Parties

FROM: Gary Freeman, Chair  
Special Committee on Capacity Building

RE: **SPECIAL COMMITTEE ON CAPACITY BUILDING CONFERENCE  
CALL**

Thursday, August 7, 1997  
9:00 AM - 10:00 AM (approximately)  
SJTCC Conference Room  
800 Capitol Mall, Room E1022  
Sacramento, CA 95814  
(916) 654-6836

**The Special Committee on Capacity Building will hold a conference call in lieu of a meeting. Those wishing to participate in the call may do so by convening in the SJTCC Conference Room at the scheduled time or by calling the SJTCC office to provide a phone number and to request to be added to the call 48 hours prior.**

Meeting notices and the master calendar of the SJTCC are now available on the SJTCC Homepage on the World Wide Web at [www.sjtcc.cahwnet.gov](http://www.sjtcc.cahwnet.gov). Notices will be posted on the Web 5 - 10 days prior to scheduled meeting dates.

## AGENDA

| <u>Time</u> | <u>Item and Presenter</u>  |
|-------------|--|
| 9:00 AM     | Opening Remarks<br>Gary Freeman, Chair                               |
|             | Approval of Minutes, April 24, 1997, Regular Meeting<br>Gary Freeman |

| <b><u>Time</u></b>             | <b><u>Item and Presenter</u></b>   |
|--------------------------------|--|
| <b>9:10 AM</b>                 | <b>1. ACTION ITEM</b><br><b>Expansion of Coverage and Content of the</b><br><b>Environmental Scan Report</b><br>Senita Robinson, Staff to Committee  |
| <b>9:30</b>                    | <b>2. INFORMATION ITEM</b><br><b>Committee Work Plan</b><br>Gary Freeman, Chair  |
| <b>10:00 AM</b>                | <b>Adjourn</b>   |
| <b>Special Accommodations:</b> | Individuals who require special accommodation for disabilities are requested to contact the SJTCC at (916) 654-6836 at least five days prior to SJTCC Meetings. TDD line: California Relay Service (800) 735-2929. |